



LISC AmeriCorps Service Description
Full-Time Member Position
October 1, 2014 – July 31, 2015

Local Initiatives Support Corporation and Urban Alliance are seeking a full-time (1700 hours within ten months) AmeriCorps member to serve as **Employment Program / Construction Volunteer Facilitator**.

Urban Alliance's mission is to "foster and promote community development programs within urban communities". In addition, we are a conduit for agencies, churches and corporations to contribute to the betterment of their community. Through our workforce development division Momentum, Urban Alliance focuses on developing the "soft skills" which employers indicate make an applicant more desirable to employ. Our participants typically have barriers such as a criminal background or a weak work history. We partner with local businesses who have agreed to guarantee interviews to our graduates upon completion of our program. Through our housing division, His Kingdom Housing Urban Alliance provides safe quality affordable housing opportunities and support services to people in need while building a better neighborhood for all to live in. Neighborhood residents, community volunteers, and local contractors work together to physically transform city blocks into vibrant healthy environments through home rehab, home repair, streetscape and landscape improvement, and new home ownership.

Local Initiatives Support Corporation (LISC) is dedicated to helping community residents transform distressed neighborhoods into healthy and sustainable communities of choice and opportunity — good places to work, do business and raise children. LISC combines corporate, government and philanthropic resources to help community-based organizations revitalize underserved neighborhoods. This strategy extends to the LISC AmeriCorps program where we support placing AmeriCorps Members with local non-profit partners. Members assist in efforts to revitalize underserved neighborhoods across America and create vibrant places for people to live, work, and play.

This position will be 50% employment facilitator and 50% construction volunteer facilitator. Momentum Neighborhood Employment Solutions is a 10 week Job readiness program located in the Edison Neighborhood. The program is designed to enhance marketability for the job seekers who struggle to get and keep work through traditional means. The member selected to serve in this capacity will be responsible for:

- Volunteer and Participant Recruitment
- Marketing to potential participants and business partners
- Coordinating volunteers, trainers and curriculum
- Hosting training for program volunteers
- Tracking outcomes and providing job supports/placement services for existing program graduates
- Case management like services for past graduates and current participants
- Classroom instruction related to participant employment training
- Volunteer Supervision on light construction sites
- Community Outreach and Relationship building

Members will also be expected to fully participate as part of the LISC AmeriCorps team. LISC sponsored activities including:

- Attend a national leadership conference tentatively scheduled for March 2015. This conference is coordinated by the national LISC AmeriCorps staff;
- Attend all locally sponsored monthly meetings;
- Participate in a minimum of six nationally sponsored webinars;
- Engage in every-other-month affinity groups to discuss topics related to the member's service; and,
- Actively participating in two locally identified and team coordinated service projects (one for Dr. Martin Luther King, Jr. Day of Service and one for National AmeriCorps Week).

This is an AmeriCorps position. LISC and Urban Alliance will not allow the member to engage in activities that are considered prohibited under the terms of the grant while serving as a LISC AmeriCorps member.

Desired Skills

- Passion to see our community transformed.
- Knowledge of community support resources and referral streams
- Ability to instruct program participants/volunteers on a variety of topics
- Some Construction Experience
- Experience coordinating resources to accomplish a task
- Desire and ability to work with a diverse group of people, particularly those living in low-income distressed neighborhoods
- Ability to work independently and in a team environment
- Computer skills
- Good written and oral communication skills
- Ability to work a flexible schedule (some night and weekends may be required)

Program Eligibility Requirements

To be eligible to participate as a LISC AmeriCorps member the candidate must meet all eligibility requirements to serve as a National Service participant including but not limited to:

- Possess a high school degree, GED certificate or agree to achieve GED during the term of service
- Be at least 17 years of age (note there is no age limit)
- Have status as a US citizen or possess permanent resident status
- Be eligible to earn an education award and not be barred from performing a term of service
- Be available to serve for a full 10 month period of time and within that time period complete a minimum of 1700 hours of service
- Be available for service from October 1, 2014 through July 31, 2015

Program Benefits

Upon successful completion of the term of service, the member will be eligible for a \$5,645 education award to pay off existing, eligible student loans or return to school. The position pays a total stipend of \$15,000. The stipend is paid in 20 equal checks twice a month. Direct deposit is available and highly encouraged. A health care benefit is available for the participant only (dependents are not eligible). For members with children under the age of 13, there is a child care subsidy benefit available which is dependent on the participant meeting all eligibility requirements. This benefit is administered by a contracted provider via the Corporation for National and Community Service.

Resumes should be sent to:

Urban Alliance – 1009 E. Stockbridge Ave. – Suite 100 - Kalamazoo, MI 49001 – Tracy Kinney— tkinney@uainc.org

*LISC & Urban Alliance promote equal opportunity in selecting AmeriCorps members.
We are committed to diversity and inclusion in the selection process.*